



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		MARIANI COLLEGE
• Name of the Head of the institution	DR. HAREN SAIKIA	
• Designation	PRINCIPAL	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	03771242118	
• Mobile No:	9435051117/7002394058	
• Registered e-mail	marianicollege@yahoo.com	
• Alternate e-mail	marianicollege@yahoo.com	
• Address	Dhodar Ali Road PO- MARIANI DIST- JORHAT	
• City/Town	Mariani	
• State/UT	Assam	
• Pin Code	785634	
2.Institutional status		
• Affiliated / Constitution Colleges		
• Type of Institution	Co-education	
• Location	Urban	

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	DIBRUGARH UNIVERSITY				
• Name of the IQAC Coordinator	DR. MUHIM CHUTIA				
• Phone No.	03771242118				
• Alternate phone No.	03771242118				
• Mobile	8638181858				
• IQAC e-mail address	marianicollegeiqac@gmail.com				
• Alternate e-mail address	gautamded216@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://marianicollege.myclasscamp.us.com/webportal/IQAC				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://marianicollege.myclasscamp.us.com				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	63.15	2004	04/11/2004	03/11/2009
Cycle 2	B+	2.53	2017	09/06/2017	08/06/2022
6.Date of Establishment of IQAC	01/07/2007				
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
N/A	NIL	NO	NO	00	
8.Whether composition of IQAC as per latest NAAC guidelines	No				
• Upload latest notification of formation of IQAC	No File Uploaded				

9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
SUBMIT PENDING AQAR OF 2016- 2017 SESSION	A) Initiatives taken for green campus	
	B) Online Classes Supervision	
	C) Covid 19 awareness among the Student	
	D) Practice of e- learning	
	E) Practice of yoga and it's promotion	
12.Plan of action chalked out by the IQAC in the beginning of the year for Quality Enhancement and the outcome achieved by the end of the year		
Plan of Action		Achieved
Submit pending AQARs		
One online class routine		maxi
Organize substitute off-line classes		maxi s
Organize Co-curricular Activities		B
13.Whether the AQAR was placed before statutory body?	Yes	

• Name of the statutory body	
Name	
GB MARIANI COLLEGE	
14. Whether institutional data submitted to AISHE	
Year	Date of
2020	
15. Multidisciplinary / interdisciplinary	
<p>Mariani College is affiliated to Dibrugarh University and has to follow the road map or guideline of the affiliating university and the statute of the college is dependent on the affiliating university and flexible curriculum. As and when the university provides a curriculum to implement the multidisciplinary/interdisciplinary strategy Policy, the college will abide by it. The college provides an effective learning platform to expand the horizons of education beyond their boundaries offering CBCS courses at the Undergraduate level, allowing students to choose their subjects from different disciplines including performing course and curriculum. The college is interdisciplinary for example project work. This, in order to make all-round development of students intellectual, social, physical, emotional and spiritual. The college is preparing to include multidisciplinary courses as per the NEP (National Educational Policy) 2020. The college is planning to introduce add-on course in different disciplines. The objective of these courses is to make the students self-reliant by trying to identify the programme learning outcomes that include knowledge, skills, attitudes and values of the learner and would ensure that each student achieves the desired learning outcomes.</p>	
16. Academic bank of credits (ABC):	
17. Skill development:	

18.Appropriate integration of Indian Knowledge system using online course)	
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19.Focus on Outcome based education (OBE):Focus on	
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20.Distance education/online education:	
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Extended Profile

1.Programme

1.1	436
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1188
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	730
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	275
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	47
File Description	Documents
Data Template	View File
3.2 Number of Sanctioned posts during the year	71
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	40
4.2 Total expenditure excluding salary during the year (INR in lakhs)	131.99
4.3 Total number of computers on campus for academic purposes	36
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>The institution ensures effective curriculum delivery through a well planned and documented process. The college regards effective delivery of curriculum as the most vital curricular aspect. The college follows the curriculum prescribed by the University through its Boards of Studies. Our faculty members have worked on the Board</p>	

of Studies and their sub-committees, substantially contributed to the curriculum development. The college ensures effective curriculum delivery through systematic and strategic transparent mechanism:

Academic calendar:

- The college follows the Academic calendar issued by the University and Commissionerate of Collegiate Education (CCE) and executes it rigorously.
- The Heads of Departments conduct the meetings to distribute workload, allot subjects, plan the activities of the department and to review the completed syllabus.
- The Principal monitors the effective implementation of the Calendar through formal meetings with Heads of Departments and if necessary informal discussions with faculty.

Time- Table Committee:

- The college constitutes the Time Table committee.
- The Time Table is prepared by respective departments.
- The Time Tables are displayed on the Notice Board and also uploaded on the college website.
- The syllabus link of University is also provided to the students.

Teaching Plan and Teaching Diary:

- Teaching plan is prepared by every faculty member at the beginning of academic year.
- They record the conduct of teaching and practical in the diary.
- Periodic assessment of curriculum delivery is conducted by IQAC through HODs.
- The faculty engages extra periods and practicals as and when necessary and maintains their records.

Laboratories:

- There is optimum utilization of well-equipped laboratories for curriculum delivery of practical.
- The students maintain the practical journals and the results are certified by the faculty along with HOD.

Teaching Aids:

- The faculty uses charts, maps, models and specimens along with chalk and board.
- Methods like seminar, group discussion, quiz, case study for effective delivery of curriculum.
- Study materials, notes and question banks are provided in the class and through mails.
- Educational field visits, industrial visits, tours are organized.
- Group projects are assigned to teach them team spirit, sharing and develop presentation, research skills.
- Social sites such as YOUTUBE, Whatsapp etc. are used for effective teaching.

ICT based materials are uploaded on the college website.

- Guest lectures, Expert lectures and guidance by departmental Alumni are engaged.
- Internet, Computer, LCD projectors and other Audio- visual aids are utilized on regular basis.

Department library:

- Each Department maintains a Department Library to facilitate the students to access to latest books available in concerned subjects and topics.
- The books are issued to the students as and when needed by them.
- The record of the same is maintained in Department Library and Issue register maintained by all the Departments.

Teacher support:

- The college encourages the faculty to participate in Orientation and Refresher courses to update their knowledge of subject.
- The college encourages the faculty to attend the meetings of BOS and syllabus restructuring workshops.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution adheres to the academic calendar issued by the University every year throughout each session. The academic and administrative staffs of the college together adhere to the scheduled curriculum. The schedule of courses conducted and the strategic internal evaluation processes were taken and maintained by each department. Through the use of systematic and strategic transparent mechanism by the committees, the Continuous Internal Evaluation (CIE) is completed. The Academic Calendar issued by the University and Commissionerate of Collegiate Education (CCE) is strictly adhered for distribution and planned execution of the internal evaluation process.

- Individual
- A detailed Time table including all the semesters and H.S Classes are prepared by the Head of the Departments for all the streams for the respective departments, which will be followed for the rest of the academic year. The time table has practical and laboratory classes allotted to the subjects respectively.
- Considering the prefixed programme, exam date for Continuous Internal Evaluation (CIE) is fixed.
- Completion of syllabus, schedules of internal examinations, sessional examinations and projects are conducted in each semester according to the academic calendar.
- order to encourage and build the communication skills and character of the students, literary, cultural and sports events is conducted every year, a time slot is scheduled every week in the time table for students to participate in these activities.
- From the practicals, assessments, presentations and project reports of field trips, the record of internal evaluation for each and every students is maintained in departmental records by the teachers of each paper.
- Group projects, Group discussion, case studies, quiz, debates etc are included in the session for each class for all round development of the students and better evaluation for the

internal assessment process.

- Attendance of the students for each session is considered for the internal assessment and thus, their records are carefully maintained for every semester.
- Also, the overall conduct of students and involvement in departmental activities is monitored.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

435

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

nil

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

00

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

00

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Co-curricular and Extracurricular Activities

Institute integrates crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum. The college follows the syllabus of Dibrugarh University. But in this limitations college do its best for above said issues. Some of the steps taken are below:

1. Gender

The Women's Cell of Mariani College is an active group of faculties which takes participation in women's issues of the college. The committee for Women's Cell takes into consideration, issues like Anti-harassment and internal complaint committee organizes programs on Woman Empowerment, Laws for Woman, Women's Day, awareness campaigns and seminars and workshops highlighting women's issues. The Women's Cell of our college has been very proactive in conducting different extension activities not only in college premises but also in adopted villages also. Major gender issues are focused and addressed through the activities like Campaign, Essay and poster exhibitions, wall paper presentations, etc.

2. Environment and Sustainability

Teacher's Unit of Mariani College has been actively participating in promoting environmental protection through tree plantation and other sustainable development programs. Every year, Teacher's Unit of Mariani College undertakes a host of activities in the nearby villages during the special camps and awareness campaigns. In these programmes, Teacher's Unit of Mariani College as well as Women's Cell of Mariani College organizes various environment related programs including tree plantation, village cleanliness, plastic free drive, Poster Competition, Debate Competition, etc on various occasions like World Environment Day, International Day for Biological Diversity and Wildlife Conservation Day. Various activities like quiz and poster competitions, invited talks are organized to create awareness about nature, biodiversity, environment and sustainability. Different activities have been initiated by the college to save environment such as Cleanliness Campaigns, Bus and Public spaces etc. The college has taken initiative in Swachh Bharat Summer Internship (SBSI) Abhiyan and Tree plantation programs which are introduced by the Indian Government.

3. Human Values and Professional Ethics

To create scientific approach and social awareness among the students, lectures and quiz, essay, etc. are conducted on a yearly

basis. The college takes efforts for integration of ethical and human values through extra-curricular activities also. Programs conducted under N. S. S., N.C.C., Geography Department, Political Science Department help to inculcate human values among students. Guest lectures on value education have been organized for students. National festivals like Independence Day and Republic Day serve as a platform to enliven patriotic and moral values. Different social activities have been initiated by the college like Health and Hygiene awareness programs, Medical check-up camps, AIDS awareness programs, Voter's awareness program, etc.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

5

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

50

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://marianicollege.org.in/images/IOAC/FE_EDBCAK/Feedback_report_2020-21.docx

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year	
2700	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
730	
File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>Advance learners are encouraged to go more ahead to reach their goal and they are enhanced to do library works. In addition to the syllabus, they are encouraged to keep in touch with the outer world of knowledge to enable them to compete in their future competitive exams or others. The Advance Learners are encouraged to participate in various student related activities undertaken by the College and other institutions like Quizzes, Workshop on Preparation of Competitive Examinations, etc.</p> <p>Attempts are made to encourage the comparatively slow learners through extra classes, home assignments, project works and seminar paper preparation etc. They are well guided by the teachers and moreover they get combined with the advanced learners in case of different project works etc. Moreover, various workshops on Entrepreneurship development and Skill Enhancement, etc. are organized for the Slow Learners.</p>	

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1188	47

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution is located in semi-rural area, surrounded by tea gardens and backward rural areas. Majority of the students belong to the tea gardens and villages. Hence proper mentoring of the students is very important. The Administration, together with IQAC has taken up the initiative of implementing the process of mentoring of students. Firstly, the students are divided on the basis of streams of studies. After that, they are categorized on the basis of their subjects. The Head of the Departments of the institution are then allotted the responsibility of assigning mentors by classifying the students into various groups. Before forming the groups, the teachers of the respective departments conduct certain evaluations related to subjects, communicate personally with the students, go through their previous performances and then finally hold group discussions and meetings among the students and teachers. There are various steps involved in mentoring the students of the institution.

- The Mentors have to maintain and update the basic particulars and performance of the students like class tests, weekly attendance, seminars, home assignments, etc. Moreover, their attitudes and behavior in the campus or any drastic change in the students' behavior have also to be recorded by the mentor.
- After the required information about the students is collected, the Mentors have to provide guidance and counseling, as and when necessary. For example, if a student is a slow learner, it is the responsibility of the Mentor to find out the causes of his slow learning and if possible, innovate new methods and techniques to teach him/her

instead of neglecting that particular student. Similarly, an advance learner has to be shown ways by which he can choose his paths of life wisely. • If the need arises, the Mentors have to meet the students individually or in small groups. The Mentors should communicate with the students in such a way that they feel free to discuss any problem they are facing. • If there arise certain cases where it is not possible for the institution to solve the problem alone, the Mentor can suggest special meetings of the parent with the Principal or the Head of the Department and the Mentor himself/herself. • If a student is struggling or found to be weak in a particular subject, it is the duty of the mentor to provide proper guidance or suggest the concerned teacher regarding the difficulty faced by that particular student. • It is highly expected of the Mentor to render equal treatment or behavior to students of varied caste, academic and financial backgrounds.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

In the modern digital period, it is highly essential to use ICT enabled tools for the teaching and learning process to be effective. Due to this the teaching faculty of the institution have adopted new technology along with the traditional methods of teaching. The institution has provided various modern technologies for imparting education to the students. Some ICT tools available in the institution are: Desktops, Laptops, Printers, Xerox machines, Projectors, Seminar & Conference Rooms, Digital Classrooms, online classes through Google Classroom, ZOOM, Google Meet, etc. The teaching faculty uses various ICT tools like power point presentations, projectors, online teaching platforms, animations, etc. to make teaching and learning process more effective and enjoyable for the students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

39

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

47

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

12

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

543 (in Total Years)

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

More than 85 per cent attendance of the student is necessary for the students to come in the process of internal evaluation, except in certain special case or unavoidable circumstances. Regular class tests, unit tests and surprise tests are conducted to evaluate the progress of learning and understanding level of the students. Group discussions, seminars, quizzes, etc. are also conducted on a regular basis. Field visits are arranged by some departments. Class work and Home Assignments are given to students from time to time. The Departments with practical works allot internal assessment marks to the students on the basis of laboratory works or projects on visits.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

In the beginning of the classes, students are intimidated about the pattern of internal evaluation of the institution by their respective departments. Attendance of the student is very important for the assessment of the students. More than 85 per cent attendance of the student is necessary for the students to come in the process of internal evaluation, except in certain special case or unavoidable circumstances. Regular class tests, unit tests and surprise tests are conducted to evaluate the progress of learning and understanding level of the students. Group discussions, seminars, quizzes, etc. are also conducted on a regular basis. Field visits are arranged by some departments. Class work and Home Assignments are given to students from time to time. The Departments with practical works allot internal assessment marks to the students on the basis of laboratory works or projects on visits. Moreover, lectures by invited guest speakers from various fields, essay competitions on relevant topics, art competition, extempore speech, cultural program es, etc. are organized for the students at the institutional level. Participation of the students in these co-curricular events is highly encouraged by the institution. The Internal Assessment Committee formed by the Principal looks into the grievances (if any) of the students fairly.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution has always tried to adopt outcome-based education system for the students. Most of the teachers and students are aware about the stated programme and course outcomes of the programmes offered by the institution. In the beginning of every academic session, a programme for orienting the students about the various courses and their probable outcome is organized by the institution. The teachers spend the first one or two days in explaining the contents of the syllabus for the subjects undertaken by the students. The importance of the learning outcomes are discussed among the teachers in the IQAC meetings, staff meetings or other meetings organized specifically for this purpose. Special meetings,

talks and discussions for students are arranged to make them aware about the learning outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

LEARNING OUTCOME OF PROGRAMME AND COURSE OFFERED FOR THE SESSION 2020-2021

SL. NO.

PROGRAMME

PROGRAMME

REGULAR

LEARNING OUTCOME

SPECIFIC

LEARNING OUTCOME

Syllabus Completion

I.A.

PASS OUT

PARTICIPANTS

PAPER PRESENTED

M

F

01

B.A.

99%

SATISFACTORY

28

24

SEMINAR (INTERNAL)

ALL

ALL

02

B.Sc.

99%

SATISFACTORY

24

18

PROJECTS OR FIELDWORKS (DEPARTMENTAL)

ALL MAJOR STUDENTS

ALL MAJOR STUDENTS

03

B.Com.

99%

SATISFACTORY

31

10

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

275

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.marianicollege.org.in/images/Sss/Students_Satisfaction_Survey_Report_2020-2021.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

00

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

00

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

04

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

03

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

IN COVID PENDEMIC SITUATIONS FACE MUSK, HAND SANITIZER AND ESSENTIAL FOOD & GROSSERY MATERIALS ARE DISTRIBUTED AMONG THE NEIGHBORHOOD PEOPLE OF RTHE COLLEGE ON BEHALF OF ALUMNIY & TEACHERS COMMUNITY OF

THE COLLEGE.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

05

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

00

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

09

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Mariani College has adequate infrastructural and physical facilities for the smooth conduct of academic activities. The College consists of three streams, viz, Arts, Commerce and Science . The total built up area of the College is 8469.66 square meters. The Administrative block consists of the Principal's chamber, Vice-Principal's chamber, office area, IQAC room, Teachers' Common Room and RUSA room.

In the Arts stream, the college has 8 departments, 19 classrooms, 3 laboratories . In addition to the departmental classrooms, the college has two smart classrooms with wifi facility, one seminar hall and one conference hall. Literary Forum room, NSS room is in the first floor of the Administrative Block, Women Cell of Mariani College, Child Care Room, Career Councelling Cell, KKHSOU office, Students' Union office, Anti Sexual Harrassment Cell are also located in the Arts Block. The College has a well equipped Library . Each department of Arts stream is also maintaining a departmental library with a good collection of books. The college has a Girls' Hostel with a seat capacity of 40 residents. The arts campus of the college is also running a hygienic canteen. A total number of 20 CCTV Cameras are installed in the Arts campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.marianicollege.org.in/index.php/infrastructure/class-rooms-and-tutorials

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Mariani College has a tradition of having a fleet of excellent students who have performed well in various cultural activities. The college has two big auditoriums. In the main campus there is a large auditorium of 400 seating capacity and was established in the year 2014. The auditorium is also equipped with an indoor stadium. The other auditorium which is in the Commerce Block was established in the year 1972.

The playground of the college is available for major outdoor games like Football, Volleyball, Cricket and other outdoor games. Each year as per the academic routine the college conducts the College Week where a good number of students take part in various indoor and outdoor activities. Even the faculty members of the college are actively engaged in sports.

The College has a well equipped gymnasium providing all the modern equipments and facilities to the students and teachers. To promote yoga, each year, the college observes International Yoga Day. Apart from this, the college also organises yoga workshops to encourage the teachers cum staff as well as students to have holistic lifestyle. Details of all the sports equipments, gym equipments and other things are added in the additional information.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.marianicollege.org.in/index.php/infrastructure/sports

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities such as smart class, LMS, etc.

05

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

03

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.marianicollege.org.in/index.php/infrastructure/computer-centre
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

32.64

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The Library of Mariani College was established in the year 1966 at the time of the inception of the college itself. The current building in which the library is functioning has an area of 2010sq.ft. where it has two stack area along with reading capacity and a reference section. To meet the user need of the library in this digital era, the college library is trying its best to upgrade itself technically. Therefore, the library has started its process

of automation by the SOUL software that is being provided by the INFLIBNET center Ahmedabad. The version of the software is SOUL 2.0 and the process of automation of the library materials was started in the year 2008. Though the process of automation was started early, the library is still partially automated. Currently, the library is holding a collection of 13000 books of arts, commerce and science along with a reference collection of 1417 books. The library also subscribes 7 newspapers and 7 magazines for the users. Library has a reading room with 50 seating capacity. There is a separate reading area for faculty members. Library is open from 10:00 a.m to 4:00p.m.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.marianicollege.org.in/index.php/infrastructure/library

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.73

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

NIL DUE TO COVID PENDEMIC

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has a well managed IT facility. The college allocates budget 50 thousands for annual maintenance depending on the need of students as well as teachers. The college appoints technical staff for the well maintenance of hardware and IT infrastructure. The institution updates the IT facilities regularly. There are two digital classrooms and three seminar halls with ICT facility. The departments also make use of up to date technological innovations like PPT, Google Classrooms, Youtube, WhatsApp etc for effective conduct of classes. All the classrooms are Wi-Fi enabled.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

36

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

131.99

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Classroom Maintenance : General Classrooms , ICT equipped class and seminar rooms , Laboratories are maintained by managing body of college under the supervision of construction and maintenance committee. Library is maintained under the supervision of Library Committee with the governance of managing body. College gymnasium, Indoor stadium cum auditorium hall, equipment for out door games are maintained by sports and cultural committee of the college along

with student association of the college under the governance of managing committee. . Computers, Printers, projectors copier and Xerox machines are maintained under the supervision of College nodal officer of AISHE and with governance of principal and secretary of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.marianicollege.org.in/index.php/igac/maintenance-policy

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

892

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

NIL

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	C. 2 of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
00	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
00	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	E. None of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

07

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

30

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

00

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

01

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The students union is the representative body of the student's community. The union of the Mariani College consists of the followings: President, Vice President, General Secretary, Assistant General Secretary, Girls common room Secretary, Boys common room Secretary, Social service Secretary, Debating Secretary, Cultural Secretary, Major game Secretary and Magazine Secretary. The major activities of the Student Union is to provide programs, activities and services which serve the co-curricular , cultural, social and educational interest of the students of the College. Student representation is made compulsory in IQAC, Election Committee Grievance Redressal Committee, Anti Ragging Committee, Disciplinary Committee and in Hostel Mess Committee. Student representative helps in the development of quality culture of the College. Students representative of the Anti-Ragging Committee play key role in creating awareness among students through their activity. Grievances of students related to the academics examinations, issues of documents identity cards and library cards etc. are conveyed by representative of students to the authority and necessary action is taken. The Student Union play key roles in conducting events like Fresher's Social, annual sports, in organizing seminars, Saraswati Puja, tithi of Srimanta Sankaradev, Bishnu Rabha Divas, in maintaining the overall discipline in the campus etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

01

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The College has an active Alumni Association which is under the process of registration. The Alumni is very co-operative in its letter and spirits. The Alumni has been actively engaging in different co-curricular activities such as Annual Sports, Freshers' Social, various Awareness Programmes etc. organized by the college. Besides the parent Alumni Association, each department of the college has their own Alumni Association and its 'Alumni Meet' is occasionally organized by the respective departments to strengthen the social bond and the extent of community involvement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the

institution

Transformation of this institution into a centre of excellence equipped with all the modern facilities and infrastructure which can disseminate knowledge enriched with moral and social values and promote wisdom among its students and the society.

The institution is sincerely dedicated towards ensuring quality education to its students, so that they are prepared to face challenges and find opportunities in the days to come. The institution is aware of the diverse backgrounds of its students from Mariani and nearby areas. Objectives: 1) To ensure education enriched with moral and social values.

2) Providing rational and quality education to its students.

3) To elevate the process of teaching- learning into a new and interesting kind of task to generate and explore experience.

4) Taking necessary and timely steps for personality and quality development of students.

5) To encourage the teacher and students for community and social welfare services.

6) Building a congenial academic atmosphere with genuine contemplation to encourage the teachers and students for beneficial research oriented activities

. 7) To generate a conducive and mutual relationship among all the stakeholders of the college and the society at large based on loyalty, dedication and trust to make a better and sustainable partnership.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Various functions relating to the operational activities of the college management are decentralized with the following manners

i) Major administrative decisions are taken by the governing body (College Management Committee) with constitution of the faculty members of the entire department. In this regards, the Principal of the College, as a secretary of the management committee convey staff meeting to formulate administrative policy on the basis of the decision taken out majorities support.

ii) Responsibilities of the department are distributed among the faculty members so that endeavours of collectiveness are sustained and institution gets benefited for accomplish the desired results. To achieve desired results, respective head of the department called on departmental meeting and informed the decision and responsibilities to the academic vice Principal of the College. Then he accordingly monitors and supervises the duties and responsibility.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In the beginning of the classes, students are intimidated about the pattern of internal evaluation of the institution by their respective departments. Attendance of the student is very important for the assessment of the students. More than 85 per cent attendance of the student is necessary for the students to come in the process of internal evaluation, except in certain special case or unavoidable circumstances. Regular class tests, unit tests and surprise tests are conducted to evaluate the progress of learning and understanding level of the students. Academic calendar prepared and adhered for conduct of Examination and other related matters The Institution prepares an Academic Calendar as per the scheduled prescribed by the affiliating university, i.e., Dibrugarh University, for implementation of Curriculum and participation in Extracurricular and Co-curricular Activities by the students. As per the University rules and regulation, academic activity will run in the institution throughout the year. At the beginning of session,

the institution prepares the academic calendar to organize the co-curricular and extracurricular activities in the institution. In the academic calendar, the institute provides the total working days, holidays and restricted holidays, etc. as per the University Academic calendar or holiday list.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Admission of Students:-Admission of student in various department are wide and IQAC ensure the scope of higher education to the neighboring students of the college by establishing admission committee with various HODs along with Principal and vice-principal.

Library, ICT and Physical Infrastructure / Instrumentation :-IQAC promote the Library access to students as well as teachers, Reference Library and book bank also enhance for qualitative teaching learning.

Teaching and Learning:-improve as well as effective teaching for larger interest of students. It emphasis the student centric policies to solving their problems and enhance the extra care for extra ordinary students as well as remedial practices for comparatively weaker students.

Research and Development:-The teachers of the institution are encouraged to present their research work in the Regional, National and International seminars, workshops and conferences. So expenditures to attend such activities are borne by the faculty members. Faculties are also encouraged to submit project proposal to the various national funding agencies like UGC, ICSSR, CSIR etc.

Administrative Setup:- The Governing Body supervise and controls all the administrative activities of the college locally under the appointing authority that is Director of Higher Education at the apex level.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://marianicollege.org.in/index.php/infrastucture/administration-infrastructure
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The teachers of the institution are encouraged to present their research work in the Regional, National and International seminars, workshops and conferences. As the institution has no provision to excess the expenditure to the faculty, so expenditures to attend such activities are borne by the faculty members. The faculty of the institution participate in faculty improvement programme to equip with the present circumstances of academic excellence. Faculties are also encouraged to submit project proposal to the various national funding agencies like UGC, ICSSR, CSIR etc

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

25

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Feedback form for Appraisal of Teacher

Please rate the teacher on the following attributes:

The performance of the non-teaching staff is also appraised by the principal and governing body meetings. Suggestions are made to the non-teaching staff accordingly.

The Principal further counsels those non-teaching staff members whose performance has invited criticism or needs improvement. The performance of those teaching and non- teaching staff members who have not fared well in the students' feedback is closely monitored.

The findings of the Students Feedback Analysis are then summarized and presented in tabular and diagrammatic forms and are stored at IQAC. Anyone interested can collect the soft copies of the calculation and can further do its analysis. The data obtained from these analyses are further utilized in-

1. Intra-departmental comparison
2. Inter departmental comparison

Annual Performance Indexes of teaching staff are also considered at the time of promotion of teachers to higher grades. Teachers' performance for promotions are assessed based on their annual performance in three categories- Category-I: Teaching, Learning and Evaluation Related Activities, Category-II: Co- curricular, extension, professional development related activities and Category-III: Research, Publications and Academic Contributions by the teacher. The minimum API score required for promotion in Category-I is 75 per year, and 15 in Category-II. In Category III, one has to score minimum 5 points annually for promotion from stage I to stage II, 10 points annually for promotion from stage II to stage III and 15 points annually for promotion from stage III to stage IV (Associate Professor).

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Mariani College conducts internal and external audits regularly as per govt. rules.

Internal Audit: Internal Audit is conducted by certified CA as per instruction of the College Governing Body. The internal audit is conducted every year. Payments are made on the strength of valid document-proof which is attached for all transactions and expenditures. This process ensures that funds are available for all the expenditures and payments. The College crosschecks every transaction and prepares bank reconciliation statement at the end of

every financial year or whenever required.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

In case of various fund handling and execution of funded projects college has distinct policy. Accordingly Construction and supervisio committere, Purchase committee etc are constituted. Major administrative decisions are taken by the governing body (College Management Committee) with constitution of the faculty members of the entire department. In this regards, the Principal of the College, as a secretary of the management committee convey staff meeting to formulate administrative policy on the basis of the decision taken out majorities support. Responsibilities of the department are distributed among the faculty members so that endeavours of collectiveness are sustained and institution gets benefited for accomplish the desired results. To achieve desired results, respective head of the department called on departmental meeting and informed the decision and responsibilities to the academic vice Principal of the College. Then he accordingly monitors and supervises the duties and responsibility

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Significant steps taken by IQAC

1. Provide Teacher`s Diary Teacher`s& Hand Book,
2. Provide Academic Calendar,
3. Prepares Measured Class routine for the session,
- 4.Maintain the Academic records of the teachers.
- 5.Organize and Supervise on-line classes in the Covid-19 pandemic period.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

In the beginning of the classes, students are intimidated about the pattern of internal evaluation of the institution by their respective departments. Attendance of the student is very important for the assessment of the students. More than 85 per cent attendance of the student is necessary for the students to come in the process of internal evaluation, except in certain special case or unavoidable circumstances. Regular class tests, unit tests and surprise tests are conducted to evaluate the progress of learning and understanding level of the students. Group discussions, seminars, quizzes, etc. are also conducted on a regular basis. Field visits are arranged by some departments. Class work and Home

Assignments are given to students from time to time. The Departments with practical works allot internal assessment marks to the students on the basis of laboratory works or projects on visits. Moreover, lectures by invited guest speakers from various fields, essay competitions on relevant topics, art competition, extempore speech, cultural programmes, etc. are organized for the students at the institutional level. Participation of the students in these co-curricular events is highly encouraged by the institution

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The College has been doing needful works in promoting gender equity and also providing a safe, secure and supportive environment to female students, teachers and non academic staff of the institution.

Curricular Activities:

1. Some of the courses in under graduate level focus specially on gender issues.
2. The College also offers various gender inclusive Add On Courses.

Co- Curricular Activities:

1. For ensuring gender equity and sanitization a number of value added activities, events and extension activities have been organized by different department and cells of the College.
2. The Women Cell of the College organizes various session talks on gender issues mainly to aware the students.

Counseling:

- For providing the mental support and counseling to some children the college encourages the female teachers to help them.
- Workshop and Wellness on life skill and coping strategies are conducted to address exam related anxiety and stress in general.

Safety and Security:

- In order to monitor the visit of people during day time a security personal has been deployed at the main entrance. Besides 3 No's of night chowkidars looks after the college during night time.
- Well functioned high power light and LED bulbs are used to keep the campus bright and safety during night.
- CCTV cameras are installed at specific locations to ensure the 24X7 campus surveillance.
- The Grievance redressal Cell of the College is very active to address griverences

File Description	Documents
Annual gender sensitization action plan	https://marianicollege.org.in/images/best_practices/Document_6_1.jpg
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.marianicollege.org.in/images/Womens_Cell/Newsletter_2020-2021.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste are burned with closed combustion method.

Liquid wastes are burried.

Bio-medical waste are also burried in a close boundaried well.

E-waste are recycled generally.

Hazarodous Chemical waste are also burried in a close boundaried well.

- 1. To increase environmental awareness among students, staff of the college and among population in the vicinity of the college.**
- 2. To minimize the environmental pollution in and around the college**

The Practice: The College has made arrangements for the parking of the vehicles of the students and staff near the entrance.

1. NSS, Nature club, Campus beautification committee planted several tree saplings during various tree plantation programs. All these trees are taken care of.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Students from diverse geographical and socio- cultural and economic backgrounds have been coming to the college since its establishment. In view of this backdrop the institute takes measures to sanitize different stakeholders on the issues like communal harmony, national integration and fraternity

- Diversity, equity and inclusions are " Core Values" of the College.
- In every aspects viz policy making and practices, resource, allocation decision making, these core values are taking in to consideration.
- The institute strongly follows the Govt reservation policies in admission of students and recruitment process of the college for well representation diverse students and employees.
- Financial assistance is provided to economically backward students. This is mainly maintained by giving free Admission to the BPL students. Since the major influx of students to the college is from tea garden areas, hence a large number of students are benefited by the process.
- The cultural diversity of the region is well reflected in annual college week and other cultural activities organized by the college. Participation in such cultural activities undoubtedly helps the students to develop a strong mindset in regard to cultural , social, , religious, linguistic and ethnic diversity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Regular conduction of students' centric activities: Objectives: To focus on continuous improvements of students

a) Orientation programme for students are conducted on regular basis under the banner of various organization

b) Arrangement of Seminars for students is regular phenomena so that they can improve their speaking skill in front of masses.

c) Various educational forums have been created to motivate students towards education.

d) Group discussions among students are mandatory in every department as this practice help the students to appear in different interview panel.

e) Departmental Wall Magazine

Goal of the Practice: This practice is implemented to develop a sense of mutual trust and a spirit of teamwork among students.

To enable students to envision, strategize and plan.

Various departments of the college prepare wall magazine on various relevant topic also and provide a platform for them to present their ideas and views.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

1. On 20th June 2021, Women cell, Mariani College organized an Online poetry recitation competition on the occasion of Bishnu Prasad Rabha Diva
1. Mariani College, Literary Forum organized a national webinar on 20th August 2020 on Mahamarir Sankat Kalot Manohik Sadhonor ek Saktisali Madhyam Hisape Sahitya.
2. On 27th july ,2020 a National webinar on covid-19 pandemic and mental Health of Students: Impact and coping Mechanism organised by Women Cell, Mariani College
3. All staff of institution have given one day salary to Chief

Minister's relief fund

4. Mariani college Teacher unit organised a National Webinar on Impact of Covid-19 on Economy and Education of Assam on 20th July 2020.
5. Geography, Commerce and Assamese have educational forum to provide financial assistance to poor students for higher studies.
6. N.S.S Mariani College in collaboration with Jorhat KVK(Krishi Vigyan Kendra) surveyed the slow development of orange orchard in Panchual Gaon, Nagajanka.
7. 28th Feb 2021 Faculty of science stream observed science Day.
8. Every year women cell, Mariani college celebrate International Women's on 8th March and various activities like plantation, speeches by teachers etc.
9. On 13th December 2021, Department of Commerce and IQAC, Mariani college organised a talk on Investor Awareness programme and Soft skill and Personality Development by prof. Pranjali Bezberuah.
10. On 10th April 2021, the theme song of Mariani College was released.
11. On 30th July 2020, Department of Assamese, Mariani College a webinar on 'Covid-19 Sristishil okhomiya sahityat
12. On 7th October 2021 conducted online essay writing competition on the topic Covid -19 situation and student life.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice-1:

.Green initiative and environmental friendly campus

Objectives of the practice

The main aim of practice is to impart knowledge, create awareness, developed mindset of conserve the environment and nurture the required skills is to handle the environmental issues and challenges.

The practice

a) the college has developed a beautiful campus with green lawns, flower garden adequate trees and botanical garden.

Best Practice -2:

Title : Commitment to Tea Garden Community

Objectives:

The Mariani College sets the following goals:

1. To encourage the parents of the nearby tea gardens to send their children to school, colleges etc.
2. To create awareness about health and hygiene
3. To create awareness against superstitious practices
4. To encourage the youths to be self employed
5. To promote rich culture of the tea garden community

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The NCC of Mariani College:

The NCC unit of the college is very strong. A large number of boys and girls in every year comes to the college mainly to enrol themselves in NCC of Mariani college, which makes the college distinctive in the entire Jorhat Golaghat area. The NCC unit of the college provides exposure to the cadets by engaging them in community development, youth exchange, adventure training, awareness

campaign for the overall development. The main objectives of NCC are

1. to develop discipline and ideas of self service among the cadets.
2. To provide a opportunity to build character ,confidence and developed leadership skills.
3. To provide a suitable environment for all round development with the sense of Duty
4. To motivate students specially girl child to choose career as army officer.

NCC was introduced in mariani college in the year 1987. At the time of inception the total cadets were 90 in . At present the NCC unit of marianicollege is well functioning with two Wings namely senior wings(girls) and Senior division. Both the wings are under Army division. A student interested to enrol in NCC unit can apply to the NCC through the Associate NCC officer of the college and by filling the prescribed form.. The selection takes place at 2 levels
 1.physical fitness and general knowledge test at the college level
 and 2.final selection interviews are conducted by commanding officer of the concerned unit.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Improve result of the Institution
2. Introduce distance learning education,
3. Introduce Master Degree in possible subjects.
4. Submit the all pending AQARs ,